

**ARIZONA GEOGRAPHIC INFORMATION COUNCIL**  
(AGIC)

**The next Board meeting will be held in PHOENIX on Thursday, March 2, 1995.**

CALL TO ORDER - The Executive Management Board of the Arizona Geographic Information Council (AGIC) met on **Thursday, January 5, 1995** in the basement Auditorium of the Arizona Department of Administration (ADOA)/Arizona State Land Department (ASLD) facility located at 1616 W. Adams Street, in Phoenix. The meeting was called to order at 1:41 p.m. by Gene Trobia, Vice President of AGIC's Executive Management Board. Mr. Trobia explained that Chris English, President of the Board, was unable to attend and noted that the Board was one person short of a quorum.

APPROVAL OF MINUTES - One correction was pointed out regarding the November 3 meeting minutes: the attendance sheet should have reflected the fact that the U.S. Soil Conservation Service is now called the U.S. Natural Resource Conservation Service. *[The master copy has since been changed to reflect this correction.]* Diana Barnes Freshwater seconded a motion from Seth Franzman in favor of approving the minutes with the correction, subject to ratification. The topic was later revisited, when a quorum was established with the arrival of another Board member. An official motion, retaining the correction and eliminating the ratification requirement, was offered by Jon Chase and seconded by Steve Foley. The final motion passed unanimously. Verification was also given that the Executive Order will need to be modified to reflect the name change.

BUDGET - Having distributed copies of the latest budget summary, Lynn Larson indicated that, although costs associated with the GIS/LIS conference and calendars appeared to exceed revenues, additional revenues were still expected, including approximately \$5,885, representing AGIC's share (20 percent) of registrations from everyone claiming AGIC membership. This money would normally be set aside for future conferences. However, given that AGIC already has \$4,000 set aside for the next conference, Ms. Larson moved that these funds be deposited in AGIC's general account instead. Seth Franzman seconded the motion, which passed unanimously.

Confirmation was provided that agreements/bills for membership fees were not yet ready but would be sent out in the near future. Members were asked to monitor processing of their payments. State agency members were informed that the dollar amount would be left blank on their agreements to facilitate contributing more than the minimum, if desired. Ms. Larson instructed each State representative to fill in the appropriate dollar amount, obtain the necessary signature(s), and submit the agreement with a transfer or warrant. Other members were advised that they would receive AGIC Newsletter subscription bills and would need to pay by check.

STRATEGIC PLAN - Mr. Trobia invited Gary Irish to report on overall progress. Mr. Irish said there had been some discussion about updating the AGIC Strategic Plan, which was published in 1992. Many of the goals and objectives listed still appear to be valid and need to be accomplished. Mr. Irish said Chris English had suggested that those planning the schedule for the next AGIC conference reserve a block of time for this topic in order to allow interaction and accumulation of as many ideas as possible. Everyone was invited to share any ideas with Chris English, either directly or through Mr. Irish during the Board meeting. No one chose to comment during the meeting.

Administrative & Legal - Lynn Larson reported that approval of funding for the State Cartographer was looking very good. Explaining the various steps involved in the process, Ms. Larson said that the Governor's position would not be made public until he gave his State of the State address, which was scheduled for the following week, but that all indications from both the Joint Legislative Budget Committee (JLBC) and the Governor's Office appeared to be favorable. She added that members of AGIC's Administrative and Legal subcommittee had worked extra hard early in the process to establish consensus on the State Cartographer issue and, hopefully, avoid any major complications later in the process. The next step, in anticipation of a positive outcome, will be recruiting for the State Cartographer's Office. Everyone was asked to let the subcommittee know if they have any ideas.

One tool employed in the State Cartographer funding effort was the briefing on GIS technology and how it is being used in the state. Presentations have been given to members of the Governor's Office and to almost everyone at the JLBC. Ms. Larson indicated that she was very pleased with the reception and that the briefings had already generated some requests for maps. She also noted that several agencies submitted GIS budget issues, which probably stand a better chance of passage because of the increased awareness and understanding fostered by these presentations.

Questions later arose regarding the State Cartographer's relationship to AGIC. One member proposed making the State Cartographer a Board member, which would require changing the Executive Order. Gary Irish, however, reminded everyone that the State Cartographer would actually be established in statute and would have authority over AGIC, and Dale Steele recalled earlier discussions in which it was decided that the State Cartographer should be viewed as a guiding force for AGIC rather than just another member.

Ms. Larson reported that the subcommittee had also succeeded in securing sponsorship of the proposal to generate data development funds by selling GIS products through voluntary partnership arrangements *[House Bill 2262]*. Ned King, who is chairman of one of the key committees through which the bill must pass, has agreed to sponsor the measure. Ms. Larson said the Legislature should have no problem with this concept, especially given that it will help to make more GIS products available without adding any taxes or bureaucracy. Her only concern was that agencies affiliated with AGIC might appear to be uninformed or apathetic when approached by legislative representatives. Members were asked to help ensure that key

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individuals within their organizations are aware of the potential benefits of this bill and the importance of supporting it. Letters will also be solicited to help show widespread support for the plan.

In the course of discussion, Jon Chase offered to pass along a business card from someone working with the marketing division at U S West, which might be interested in helping to market GIS products. Lynn Larson said another option would be to contract with Arizona Highways, which also has a mechanism in place for producing and marketing data. Frank Secondo suggested getting on the agenda for the next regular meeting of the Chief Information Officers (CIO) group, to whom some executives look for direction on key issues. In response to other questions and comments, the following points of clarification were also offered. Vendors may have to apply and send proposals through the State procurement system to ensure compliance with State procurement guidelines. To avoid having revenue placed in the State's general account, funds will need to be routed through the State revolving account where AGIC's funds are maintained. Hugh Archer, who spoke at the Conference on Law and Information Policy for Spatial Databases at Arizona State University in October, may continue to serve as a legal consultant to help ensure that contracts are worded properly to provide adequate safeguards and avoid legal conflicts. The intention is to allow participants as much flexibility as possible.

Extra copies of the draft legislation were distributed to anyone who wanted them. Everyone was encouraged to study the draft and submit any additional comments to Lynn Larson, at FAX (602) 542-2590, right away. Federal representatives were asked to pay special attention to the wording and any possible implications for federal agencies. Ms. Larson explained that changes should be made within the next day or two to minimize confusion but that even late changes, if necessary, would be preferable to redoing everything in the future. Later in the meeting, a motion by Jon Chase in favor of the concept of legislation support was seconded by Frank Secondo and approved unanimously by the Board.

Seth Franzman commended Gary Irish for composing the summary that accompanied AGIC's request to add three groups (the U.S. Biological Survey, the Governor's Office, and the State Legislature) to the list of members in the current executive order. Mr. Franzman said this summary of AGIC's activities and accomplishments was very well written. Confirmation was given that AGIC has received only a partial response to its request so far.

**Data Resources** - Gary Irish announced that the Data Resources subcommittee needs more people, particularly for some of the thematic working groups. He indicated that recruitment efforts will focus on achieving representation from a wider range of perspectives and that any leads regarding potential new members will be appreciated. With respect to the individual working groups, Mr. Irish said the Geodetic Control group had not met because the chairman had been busy changing locations, and the Hydrography group was waiting for someone to get back to them. Meanwhile, the Transportation working group remains on hold, due to the shortage of workers.

**Education** - In Chris English's absence, Bill O'Sullivan-Kachel was invited to provide an update but deferred to Sally Lanier, given that the Education and Information Exchange subcommittees had still been holding joint meetings.

**Information Exchange** - Reminding everyone that the GIS/LIS conference replaced AGIC's own conference for 1994, Sally Lanier reported that there were 2,606 total registrants, including 644 participants from Arizona. She also noted that a relatively large number of vendors had registered for the conference. AGIC's portion (20 percent) of the registration fees for the 160 individuals who claimed AGIC membership was calculated at \$5,885.20. Having received confirmation that MAGIC '93 generated approximately \$8,000 for AGIC, Jon Chase indicated that he agreed with the decision not to have two separate conferences but was a little surprised by the disparity in proceeds from the two events. In response, Ms. Lanier hypothesized that it is probably easier to get individuals to attend local conferences, like MAGIC '93, which was shorter and less expensive than the GIS/LIS conference.

Members of the Education and Information Exchange subcommittees have already started meeting to discuss plans for AGIC's next conference. An appeal was extended for anyone who might be willing to help with any of the ten areas identified so far: (1) conference format, (2) conference content, (3) keynote speaker, (4) vendors, (5) poster show (perhaps a jobs board as well), (6) packets and promotional items, (7) support staff, (8) mailings, (9) publicity, and (10) supplemental workshops or training.

Sally Lanier suggested that those working on the vendor portion of the conference and on the poster show might want to contact Scott Hutchinson and Bill O'Sullivan-Kachel, respectively, for advice. She also noted that preparing the call for papers, lining up presentations, and reviewing presentations are all included under conference content; that any ideas for presentations should be submitted as soon as possible; that those responsible for support staff will handle recruiting of registration and volunteer workers and coordination of their functions; that further consideration may be given to the idea of combining some workshops with the conference, at an extra charge; and that AGIC may assist vendors in coordinating the logistics for supplemental workshops and training that are not actually part of the conference, but the vendors will retain full responsibility. Scott Hutchinson later added that the submission deadlines for some trade publications would be coming up soon; so someone would be needed very quickly to spearhead publicity.

With respect to conference format, Ms. Lanier acknowledged that the idea of discussing the Strategic Plan during this year's conference had been suggested. She was not sure what other ideas might have come up during the Strategic Planning

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Committee meeting, which she was unable to attend. Gary Irish said Committee members had talked about having one general session, four or five concurrent sessions, and, perhaps, a summary at the end. It was not clear how much time would be required to address the Strategic Plan. Extending this year's conference to two full days would allow an extra half day for discussion of the Strategic Plan, but some Board members questioned whether half a day would be sufficient to cover the topic, given that the first Strategic Planning workshop lasted a full day. Sally Lanier responded that a great deal was accomplished in approximately 90 minutes at one of the sessions she attended during the GIS/LIS conference; and others noted that the topic could possibly be incorporated in other parts of the conference as well.

Recognizing that the location and date(s) would need to be determined relatively soon and that options might be somewhat dictated by availability and price, coordinators proposed proceeding with an evaluation of potential sites. Based on past experience, they suggested holding the conference in August, perhaps around August 24 and 25, to take advantage of lower seasonal rates. Ms. Lanier said Thursday and Friday dates worked well last time. The hotel even extended the discounted rates through the weekend, enticing about 20 attendees to stay an extra day or two. Scheduling the conference at the end of a work week might also enable vendors to schedule workshops and/or training sessions during the weekend so that people could attend without taking off additional time from work.

The topic of conference mailings stimulated further comments and questions. Coordinators theorized that AGIC might want to rent other mailing lists to enhance its own data base, which contains over 2,500 entries. Preliminary research showed, however, that the largest GIS list in Arizona, outside of AGIC's, contains only about 800 or 900 entries. Scott Hutchinson, consequently, wondered how much help these other lists would really be. Some also questioned whether AGIC's policy regarding sale of its list should be revamped. The going rate appears to be \$110 to \$120 per use for every 100 names purchased. In contrast, AGIC charges public agencies only \$35 and others only \$100 for its entire list. Usage is restricted to the purchasing entity, but AGIC currently imposes no limit on the number of uses. List sales have not generated a great deal of revenue for AGIC to date. To help stimulate sales, Jon Chase suggested raising the prices and offering discounts on a partnership basis. Sally Lanier proposed increasing sales revenue by implementing a one-time use provision. Lynn Larson, meanwhile, asked if the list could be "thinned out" to help reduce postage costs for AGIC Newsletter mailings. Ultimately, the issue was referred to the Administrative and Legal subcommittee for further consideration.

Before moving on, Sally Lanier asked for authorization to proceed with planning of the 1995 conference as outlined, using existing seed money to pay up-front costs and reporting back to the Board periodically. Jon Chase responded with a motion encompassing both the requested authorization and the concept of working with Chris English on planning and with Lynn Larson on funding, as suggested by another Board member. The motion passed unanimously, having been seconded by Larry Fellows, and Ms. Lanier asked everyone to contact her, at (602) 789-3609 or at FAX (602) 789-3928, if they have any ideas or suggestions or wish to volunteer to help.

**Technology** - No update was available from the Technology subcommittee.

**EXTENSION OF AGIC INTERN CONTRACT** - Sensing that some members might be preparing to leave early, Lynn Larson requested that extension of the AGIC Intern contract be addressed out of sequence, while the quorum was still intact. Gary Irish was subsequently asked to proceed. He explained that there have been three interns so far--Peggy O'Sullivan-Kachel, Scott Sumners, and Michael Collins. Recognizing that the Interns often work behind the scenes in relative obscurity, Mr. Irish provided handouts summarizing some major accomplishments in which the Interns have been involved. Highlights of their contributions included coordination of many aspects of Arizona Day for the 1994 GIS/LIS conference; administrative work and special projects related to the Strategic Planning Committee, subcommittee, and working groups; coordination of advertising in the AGIC Newsletter; coordination of AGIC's entrance into the Internet arena; and dissemination of information through the Internet. Mr. Irish estimated that the \$856 balance shown would be exhausted sometime in January, given that there were a few outstanding expenditures missing from the financial summary. Consequently, he proposed extending the current contract through the end of September 1995 and appropriating an additional \$5,600, payable at the ongoing rate of \$8.00 per hour. Steve Foley moved in favor of this proposal, and Dwight Curtiss seconded the motion, which received the Board's unanimous approval.

**ARIZONA DIGITAL GEOLOGICAL DATA** - Larry Fellows reported that Arizona Geological Survey (AGS) is currently working on three special projects. The first project is a geologic mapping program that was initiated in 1981 or 1982. Among the purposes for this program are mapping of rock surfaces (including weathering) and thicknesses, determination of sequence interrelationships, and interpretation of subsurface compositions. AGS initially used a scale of 1:24,000 and a topographic map base and has now compiled the data into quadrangles utilizing a scale of 1:50,000. Last year the AGS began working on the west half of Mesa and the east half of Phoenix, the only part of Phoenix that was not already finished. The U.S. Geological Survey (USGS) has been helping with the project on a 50/50 basis. For more information, attendees were advised to contact either Larry Fellows or Rick Trapp.

The second project relates to the Center for Land Subsidence and Subsurface Information (CLSSI). In one area, it was found that land had subsided more than 18 feet in only 50 years or so. The AGS is trying to coordinate as much as possible with Arizona Department of Water Resources (ADWR) and other agencies to provide information and answer questions, either

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directly or by referring people to the proper agencies. There are now approximately 12 agencies on the steering committee. Any requests for additional information should be directed to Dr. Fellows.

The third project involves a semi-comprehensive bibliography. Having been invited to summarize this project, Rick Trapp indicated that there were about 10,600 citations on Arizona geology and that about two thirds of them had been reviewed during the last two or three years. Any given location may contain as many as 650 areas, but some areas, like those in southern Arizona, consist primarily of mountains and valleys. Mr. Trapp estimated that approximately 10 percent of the state has been covered, including more than half of the most significant sites. Although finding citations can be very difficult, the AGS feels that the project has now reached an interim stage of development that allows them to start offering services to anyone who might be interested. Bibliographies can be compiled for a particular area or group of areas. Information on the southern half of Apache County, consisting of 10 to 12 of 650 total areas and approximately 450 citations, was recently completed. Bibliographies are currently prepared at no charge, but the AGS is developing a pricing structure, which should be implemented before too long.

Dr. Fellows added that the AGS would, ultimately, like to have its data incorporated into the Arizona Land Resource Information System (ALRIS). Both Dr. Fellows and Mr. Trapp can be reached at (602) 882-4795 or FAX (602) 628-5106.

Noting that the actual Internet demonstration would be presented in a different room, Gene Trobia elected to modify the agenda sequence and cover the other remaining agenda items first.

**MISCELLANEOUS ANNOUNCEMENTS** - Lynn Larson shared copies of a letter from Skip Rimsza, Mayor of Phoenix, complimenting AGIC on its GIS/LIS calendars.

Gene Trobia announced that Ben Froehlich (Arizona Department of Administration), Ed Sloat (Arizona Department of Education), and Rita Walton (League of Arizona Cities and Towns) had all recently resigned from AGIC.

**CALL TO PUBLIC** - Dale Steele indicated that the Arizona State Board on Geographic and Historic Names (ASBGHN) would be meeting at 10:00 a.m. the following Wednesday. Anyone interested in obtaining further information was instructed to contact Leslie Anderson (Arizona Department of Library, Archives, and Public Records), at (602) 542-4035.

**NEXT MEETING** - Mr. Trobia verified that the next Board meeting was scheduled for 1:30 p.m. on Thursday, March 2, 1995. Members were advised that the March meeting would probably be held in Phoenix but that they should be watching for details on the precise location. The auditorium at 1616 W. Adams Street is not readily accessible to individuals with physical disabilities; so future meetings will probably need to be held elsewhere. *[Arrangements have since been made to hold the March Board meeting where some of the Techno-lunches have been held, in the large conference room in the basement (B1) of the Arizona Department of Revenue facility, located at 1600 W. Monroe, in Phoenix.]*

**DEMONSTRATION FOR AGIC INTERNET SITE** - Mr. Collins began with a brief presentation, using charts and handouts. The Internet was developed approximately 25 years ago by the Department of Defense and now has 10 to 30 million computers hooked up worldwide. Thanks to Mark Jacott and others at Arizona Department of Administration (ADOA) and Curtis Overall, at Arizona State Land Department (ASLD), AGIC now has access to the Internet through ADOA's server. Two additional steps, however, are required to allow users to access AGIC's data on the Internet.

One step involves establishing the format to be used. Data can be accessed via MOSAIC, GOPHER, File Transfer Protocol (FTP), and other formats. MOSAIC is considered the standard format for Internet. Consequently, Mr. Collins created a home page utilizing MOSAIC. Users access the data by clicking on predefined icons. For example, when the calendar icon is selected, two months from AGIC's GIS/LIS calendar are displayed, and ordering instructions are provided. Similarly, a list of names and addresses (no telephone or facsimile numbers) for AGIC Executive Management Board members is available by selecting the membership icon. Other icons include those for subcommittees, past minutes, agendas, and the latest AGIC Newsletter. Some categories (e.g., subcommittees) are further subdivided to provide more specific information. A "BY THE WAY" heading was also created for special notices and other miscellaneous information. The State of Texas is reportedly starting to develop actual data through a MOSAIC home page to allow users to access highly detailed data more easily. Many other state and federal agencies are also developing home pages, which appears to be a trend for the future.

The second step involves making other users aware that you are on-line and letting them know how to reach you. Mr. Collins said he fulfilled this requirement by entering AGIC in the Arizona directory of Internet sites and services maintained by Arizona State University (ASU), the prevalent "who's where" list for Internet users. System usage is expected to continue expanding for quite some time; so AGIC's entry should not become obsolete any time soon. For more information on the Internet, everyone was encouraged to read an article in the December 1994 issue of the AGIC Newsletter.

Dale Steele asked whether it would be practical to utilize the Internet to communicate updates on situations that are in a state of flux, such as the passage of bills. Although not everyone is connected to the Internet at this time, as revealed through a show of hands, Mr. Collins said more and more sites are going on line. He also indicated that it is relatively easy to update

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information on the system if you have the time to do so. As a rule, he generally adds and updates AGIC's data on a weekly basis. Anyone who would like to contribute items was invited to send them to him by mail or facsimile.

Mr. Collins invited everyone to join him in the training room (B-68) for an actual demonstration of the Internet. Gene Trobia dismissed everyone from the auditorium for this purpose. The January Board meeting was adjourned at 3:28 p.m.